

PR5224876

US EMBASSY CAIRO is soliciting your quotation on providing the below services for the period starting May 20, 2016 through May 19, 2017.

Report on the following Arabic local Egyptian newspapers, which are issued in the late evening or available on-line:

1. Al Ahram
2. Al Akhbar
3. Al Massry El youm
4. Al Shorouk
5. Al Makal
6. Al dustour
7. Youm 7
8. Freedom and Justice paper
9. Al Wafd
10. Al Wafd weekly
11. Al Ahram weekly
12. Rose al Youssef
13. Al watan
14. Al Gumhuria

The report should be sent via email to the embassy by 07:00 the following morning. Reporting will be done seven (7) days a week.

The report shall be a maximum of seven (7) typed pages in Times New Roman 12-point font.

The nature of the selected articles, topics or news will be provided by the embassy's Public Affairs office, which will work closely with the vendor during the test period. The test period will be one month.

The contract will cover one year, but invoices should be issued monthly via email to CairoDBO@state.gov. In order to be acceptable, invoices must include the following items:

- (i) Name and address of the contractor.
- (ii) Invoice date and invoice number. (Contractors should to date invoices as close as possible to the date of mailing or transmission.)
- (iii) Contract number or other authorization for supplies delivered or services performed (including order number and contract line item number).
- (iv) Description, quantity, unit of measure, unit price, and extended price of supplies delivered or services performed.
- (v) Name and address of contractor official to whom payment is to be sent (must be the same as that in the contract or in a proper notice of assignment).
- (vi) Name (where practicable), title, phone number, and mailing address of person to notify in the event of a defective invoice.
- (vii) Electronic funds transfer (EFT) banking information.

Payment will be executed on monthly basis against an invoice and money will be received within two weeks after the submission of the invoice.

The contract may be renewed annually.

In case of willing to stop the service, it will be through a 30 day advance notice, by either party.

The cost of the purchased newspapers will be paid by the vendor.